

WHAT IS CLAIMED IS:

1. A method for converting a plurality of data files and associated information from a first file format to a second file format comprising the steps of:

extracting at least one data file from at least one first format file server, wherein the at least one data file includes a first format image portion and a first format work information portion;

converting the first format image portion of the at least one data file to a second format image portion;

converting the first format work information portion of the at least one data file to a second format work information image portion;

creating a second format data file including both the second format image portion and the second format work information image portion; and

importing the second format data file into a second format file server.

2. The method of claim 1, further comprising the step of receiving a listing of files to be converted from the first format to the second format, wherein the listing includes an identification of at least one file stored in a first file format;

3. The method of claim 1, further comprising the steps of:

determining an accuracy of the second format data file; and

generating an error message if it is determined that the second format data file is not accurate.

4. The method of claim 1, wherein said at least one first format data file further includes a first format indexing information portion.

5. The method of claim 4, further comprising the steps of:

converting at least a portion of said first format indexing information portion to second format indexing information portion;

converting a remaining portion of said first format indexing information portion to a second format indexing information image portion; and

appending said second format indexing information image portion to said second format data file.

6. A system for converting a plurality of data files and associated information from a first file format to a second file format comprising:

a legacy file server for storing a plurality of legacy data files in a first file format;

a file extraction program for retrieving and extracting the legacy data files as well as associated indexing and work history information from the legacy file server;

said file extraction program further operating to convert the legacy data files and related information into data files meeting a current selected format;

a conversion verification program for ensuring that the conversion made by the file extraction server is completed without errors; and

a file importation program for importing the newly converted data files into a current format file server.

7. The system of claim 6, wherein the file extraction program is resident on a file extraction server operatively connected to the legacy file server.

8. The system of claim 7, wherein the conversion verification program is resident on a conversion verification server operatively connected to the legacy file server and the file extraction server.

9. The system of claim 8, wherein the file importation program is resident on a current format file server operatively connected to the file extraction server and the conversion verification server.
10. The system of claim 9 wherein the legacy file server, the file extraction server, the conversion verification server, and the current format file server are operatively connected over a computer network.
11. The system of claim 6, wherein:
- the plurality of legacy data files include a first format image portion and a first format work information portion;
  - the file importation program converts the first format image portion of the plurality of legacy data files to a second format image portion;
  - the file importation program converts the first format work information portion of the plurality of legacy data files to a second format work information image portion; and
  - the file importation program creates a second format data file including both the second format image portion and the second format work information image portion.
12. A computer readable storage medium including machine-readable language comprising one or more instructions for converting a plurality of data files and associated information from a first file format to a second file format, the instructions comprising:
- one or more instructions for extracting at least one data file from at least one first format file server, wherein the at least one data file includes a first format image portion and a first format work information portion;
  - one or more instructions for converting the first format image portion of the at least one data file to a second format image portion;

one or more instructions for converting the first format work information portion of the at least one data file to a second format work information image portion;

one or more instructions for creating a second format data file including both the second format image portion and the second format work information image portion; and

one or more instructions for importing the second format data file into a second format file server.

13. The computer-readable storage medium of claim 12, further comprising one or more instructions for receiving a listing of files to be converted from the first format to the second format, wherein the listing includes an identification of at least one file stored in a first file format.

14. The computer-readable storage medium of claim 12, further comprising:

one or more instructions for determining an accuracy of the second format data file; and

one or more instructions for generating an error message if it is determined that the second format data file is not accurate.

15. The computer-readable storage medium of claim 12, wherein said at least one first format data file further includes a first format indexing information portion.

16. The computer-readable storage medium of claim 15, further comprising:

one or more instructions for converting at least a portion of said first format indexing information portion to second format indexing information portion;

one or more instructions for converting a remaining portion of said first format indexing information portion to a second format indexing information image portion; and

one or more instructions for appending said second format indexing  
information image portion to said second format data file.